

# Planul de Proiect: Faze, Livrabile și Toleranțe pentru Implementarea Sistemului HRM

Descrierea detaliată a fazelor proiectului, a pachetelor de lucru, a activităților majore, a termenelor planificate și a toleranțelor stabilite, incluzând o abordare personalizată și optimizată pentru implementare.

# 1. Introducere în Planul de Proiect

Ca parte a ofertei noastre, prezentăm versiunea inițială a Planului de Proiect, care detaliază cele mai importante faze și pachete de lucru, activitățile majore, precum și termenele planificate de început și finalizare. Acest plan oferă o viziune clară asupra duratei totale de implementare a soluției propuse și include toleranțele stabilite pentru planul general și pentru fiecare fază esențială, conform cerințelor din caietul de sarcini.

Pentru a asigura o implementare eficientă și coerentă, am integrat în Plan o abordare adaptată specificului proiectului, păstrând totodată o structură logică a desfășurării activităților. Astfel, deși ne-am bazat pe recomandările din documentație, ne-am permis să includem propuneri inovatoare pentru a optimiza fazele și procesele de lucru. Planul nostru reflectă angajamentul față de respectarea termenelor și calității livrabilor, fiind construit pentru a garanta o desfășurare echilibrată și eficientă a proiectului.

*Tabelul 1 Planul de Proiect:*

| Task Name  | Duration (days) | Start         | End            | Deliverable                     | Resource            |
|--|-----------------|---------------|----------------|---------------------------------|---------------------|
| <b>System Implementation</b>   | <b>126</b>      | <b>6/1/25</b> | <b>30/6/25</b> |                                 |                     |
| <b>Phase 1: Project Initiation</b>   | <b>1</b>        | <b>6/1/25</b> | <b>6/1/25</b>  |                                 |                     |
| Analysis of requirements from the Terms of Reference, setting project objectives and goals, and identifying necessary resources. | 0.2             | 6/1/25        | 6/1/25         | Requirements analysis           | Manager de proiect  |
| Developing a detailed project plan, defining the implementation schedule, including milestones and deadlines.                    | 0.6             | 6/1/25        | 6/1/25         | Project plan                    | Manager de proiect  |
| Preparing a communication plan and managing relationships with all stakeholders involved in the project.                         | 0.2             | 6/1/25        | 6/1/25         | Communication plan              | Manager de proiect  |
| <b>Phase 2: System Analysis and Design</b>   | <b>47</b>       | <b>7/1/25</b> | <b>12/3/25</b> |                                 |                     |
| Detailed analysis of functional and non-functional requirements, consulting with stakeholders for requirements clarification.    | 5               | 7/1/25        | 13/1/25        | Technical Project Documentation | Analist de business |

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| Designing the system architecture and developing database designs and data flows.  | 5          | 14/1/25       | 20/1/25        | System architecture  | Arhitect de sistem   |
| Creating prototypes (wireframes) for each page and section of the platform.        | 12         | 21/1/25       | 5/2/25         | Wireframes   | Design   |
| Developing and designing the Technical Project Documentation (SRS + SDD).          | 20         | 6/2/25        | 5/3/25         | SRS and SDD documentation                                    | Analist de business,Arhitect de sistem   |
| Coordinating and approving the technical specifications and design elements.       | 5          | 6/3/25        | 12/3/25        |  | Manager de proiect   |
| <b>Phase 3: System Development and Integration</b>                                 | <b>106</b> | <b>6/1/25</b> | <b>2/6/25</b>  |  | <b>Analist de business[15%],DevOps[5%],Manager de proiect [20%],Tester 1 [20%],Arhitect de sistem[10%]</b> |
| <b>General Modules</b>   | <b>6</b>   | <b>6/1/25</b> | <b>13/1/25</b> | Fully functional generic modules with configuration manuals. |  |
| FR-003: Parameterization Capabilities  | 1          | 6/1/25        | 6/1/25         |  | Dezvoltator software 1   |
| FR-007: Document Management Platform Integration                                   | 1          | 7/1/25        | 7/1/25         |  | Dezvoltator software 1   |
| FR-009: Information Preview Feature  | 1          | 8/1/25        | 8/1/25         |  | Dezvoltator software 1   |
| FR-018: Predefined Scenario Management   | 1          | 9/1/25        | 9/1/25         |  | Dezvoltator software 1   |
| FR-019: Function Coding Principles Integration                                     | 1          | 10/1/25       | 10/1/25        |  | Dezvoltator software 1   |
| FR-021: Scalability for Future Expansion   | 1          | 13/1/25       | 13/1/25        |  | Dezvoltator software 1   |
| FR-001 COTS solution expectation aligns with SaaS HRM being a commercial solution. | 2          | 6/1/25        | 7/1/25         |  | Dezvoltator software 1   |
| FR-010 ESS and HR Admin Modules cover these HR management processes.               | 2          | 8/1/25        | 9/1/25         |  | Dezvoltator software 1   |

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| <b>Document Management</b>                                  | <b>8</b>  | <b>14/1/25</b> | <b>23/1/25</b> | User-friendly document management module integrated with external systems. |                        |
| FR-014: Predefined Document Creation & Electronic Signature | 2         | 14/1/25        | 15/1/25        |  | Dezvoltator software 1 |
| FR-025: External Data Access Restriction                    | 2         | 16/1/25        | 17/1/25        |  | Dezvoltator software 1 |
| FR-027: Session Auto-Logout for External Signatures         | 2         | 20/1/25        | 21/1/25        |  | Dezvoltator software 1 |
| FR-031: Drag-and-Drop Report Configuration                  | 2         | 22/1/25        | 23/1/25        |  | Dezvoltator software 1 |
| <b>Recruitment &amp; Onboarding</b>                         | <b>16</b> | <b>24/1/25</b> | <b>14/2/25</b> | Recruitment and onboarding module with automated notifications.            |                        |
| FR-037: Automated CV Retrieval from Email                   | 2         | 24/1/25        | 27/1/25        |  | Dezvoltator software 1 |
| FR-043: CV Data Compatibility Analysis                      | 2         | 28/1/25        | 29/1/25        |  | Dezvoltator software 1 |
| FR-052: Online Interview Platform Integration               | 2         | 30/1/25        | 31/1/25        |  | Dezvoltator software 1 |
| FR-054: Predefined Specialized Tests                        | 2         | 3/2/25         | 4/2/25         |  | Dezvoltator software 1 |
| FR-055: Electronic Signing of Recruitment Documents         | 2         | 5/2/25         | 6/2/25         |  | Dezvoltator software 1 |
| FR-067: Automated Hiring Application Creation               | 2         | 7/2/25         | 10/2/25        |  | Dezvoltator software 1 |
| FR-069: Confidentiality Agreement Automation                | 2         | 11/2/25        | 12/2/25        |  | Dezvoltator software 1 |
| FR-074: Automated Document Archiving                        | 2         | 13/2/25        | 14/2/25        |  | Dezvoltator software 1 |
| <b>Leave &amp; Vacation Management</b>                      | <b>5</b>  | <b>17/2/25</b> | <b>21/2/25</b> | Leave management system with approval                                      |                        |

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|  |           |                |                | workflows and absence reports.                             |                        |
| FR-098: Position-Based Vacation Management   | 3         | 17/2/25        | 19/2/25        |  | Dezvoltator software 1 |
| FR-099: Annual Leave Balance Management  | 2         | 20/2/25        | 21/2/25        |  | Dezvoltator software 1 |
| <b>Attendance Management</b>   | <b>16</b> | <b>24/2/25</b> | <b>17/3/25</b> | Attendance tracking module with access system integration. |                        |
| FR-092a Automatic retrieval of timesheet data from authorized orders and certificates. | 2         | 24/2/25        | 25/2/25        |  | Dezvoltator software 1 |
| FR-092b Configuration of working hours and meal breaks.                                | 2         | 26/2/25        | 27/2/25        |  | Dezvoltator software 1 |
| FR-092c Role-based entry, approval, and validation of timesheet data.                  | 2         | 28/2/25        | 3/3/25         |  | Dezvoltator software 1 |
| FR-092d Tracking and recording of work hours and shift activities.                     | 2         | 4/3/25         | 5/3/25         |  | Dezvoltator software 1 |
| FR-092e Validation of overtime and night hours.  | 2         | 6/3/25         | 7/3/25         |  | Dezvoltator software 1 |
| FR-092f Inclusion of specific data such as training hours in timesheets.               | 2         | 10/3/25        | 11/3/25        |  | Dezvoltator software 1 |
| FR-092g Management of corrections to work time data post timesheet closure.            | 2         | 12/3/25        | 13/3/25        |  | Dezvoltator software 1 |
| FR-092h Early closure of timesheets for special cases like leave or end of employment. | 2         | 14/3/25        | 17/3/25        |  | Dezvoltator software 1 |
| <b>Document Management</b>   | <b>10</b> | <b>18/3/25</b> | <b>31/3/25</b> | Document management module fully integrated.               |                        |
| FR-072 Integration of scanned paper files into the system.                             | 2         | 18/3/25        | 19/3/25        |  | Dezvoltator software 1 |
| FR-074 Conditional transmission of documents to the electronic archive.                | 2         | 20/3/25        | 21/3/25        |  | Dezvoltator software 1 |
| FR-075 Electronic signature application and archival processes.                        | 2         | 24/3/25        | 25/3/25        |  | Dezvoltator software 1 |

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| FR-078l Centralized consultation and access to employment-related documents.                                 | 2         | 26/3/25       | 27/3/25       |   | Dezvoltator software 1 |
| FR-078p Management and access to labor-related documents with electronic signature support.                  | 2         | 28/3/25       | 31/3/25       |   | Dezvoltator software 1 |
| <b>Employee Management</b>   | <b>24</b> | <b>1/4/25</b> | <b>2/5/25</b> | Employee management dashboard with profile and career tracking. |                        |
| FR-045 Transfer of recruitment data to employee personal files.  | 1         | 1/4/25        | 1/4/25        |   | Dezvoltator software 1 |
| FR-063 Personnel rotation management and historical tracking.  | 1         | 2/4/25        | 2/4/25        |   | Dezvoltator software 1 |
| FR-064 Automated transfer of CV data to personal files.  | 1         | 3/4/25        | 3/4/25        |   | Dezvoltator software 1 |
| FR-065 Structured format for personal files with authorization workflows.                                    | 1         | 4/4/25        | 4/4/25        |   | Dezvoltator software 1 |
| FR-071 Comprehensive employee personal file management with links to related actions and documents.          | 1         | 7/4/25        | 7/4/25        |   | Dezvoltator software 1 |
| FR-078a Centralized management of employee general data, with automatic data capture from recruitment forms. | 1         | 8/4/25        | 8/4/25        |   | Dezvoltator software 1 |
| FR-078b Contact information management.  | 1         | 9/4/25        | 9/4/25        |   | Dezvoltator software 1 |
| FR-078c Family and dependents information management.  | 1         | 10/4/25       | 10/4/25       |   | Dezvoltator software 1 |
| FR-078d Education and qualification management.  | 1         | 11/4/25       | 11/4/25       |   | Dezvoltator software 1 |
| FR-078e Management of personal identification documents.   | 1         | 14/4/25       | 14/4/25       |   | Dezvoltator software 1 |
| FR-078f History of previous employers and job certifications.  | 1         | 15/4/25       | 15/4/25       |   | Dezvoltator software 1 |
| FR-078g Employment contract and work data management.  | 1         | 16/4/25       | 16/4/25       |   | Dezvoltator software 1 |

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| FR-078h Position and salary data management.  | 1        | 17/4/25        | 17/4/25        |  | Dezvoltator software 1 |
| FR-078j Tracking and managing employee seniority.                                       | 1        | 18/4/25        | 18/4/25        |  | Dezvoltator software 1 |
| FR-078n Management of employee sanctions and related documentation.                     | 1        | 21/4/25        | 21/4/25        |  | Dezvoltator software 1 |
| FR-078o Comprehensive tracking of employee history and related data.                    | 1        | 22/4/25        | 22/4/25        |  | Dezvoltator software 1 |
| FR-079 Generation of employment contracts and agreements in compliance with labor laws. | 1        | 23/4/25        | 23/4/25        |  | Dezvoltator software 1 |
| FR-080 Unique employee identification and data reuse upon re-employment.                | 1        | 24/4/25        | 24/4/25        |  | Dezvoltator software 1 |
| FR-081 Assignment of employees to functions, departments, and management hierarchies.   | 1        | 25/4/25        | 25/4/25        |  | Dezvoltator software 1 |
| FR-082 Health and safety information management, including medical checks and training. | 1        | 28/4/25        | 28/4/25        |  | Dezvoltator software 1 |
| FR-084 Historical data management for former employees and pensioners.                  | 1        | 29/4/25        | 29/4/25        |  | Dezvoltator software 1 |
| FR-099 Calculation of seniority using various algorithms.                               | 1        | 30/4/25        | 30/4/25        |  | Dezvoltator software 1 |
| FR-066 CV management and integration with personal files.                               | 1        | 1/5/25         | 1/5/25         |  | Dezvoltator software 1 |
| FR-070 Self-service certificate and statement requests with workflow integration.       | 1        | 2/5/25         | 2/5/25         |  | Dezvoltator software 1 |
| <b>Integration Capability</b>   | <b>2</b> | <b>14/1/25</b> | <b>15/1/25</b> | API modules for seamless system integration. |                        |
| FR-011 Integration with organizational structure and document management systems.       | 2        | <b>14/1/25</b> | 15/1/25        |  | Dezvoltator software 3 |
| FR-010 Data migration and integration with existing HR systems.                         | 2        | 14/1/25        | 15/1/25        |  | Dezvoltator software 3 |

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| <b>Leave Management</b>  | <b>8</b>  | <b>16/1/25</b> | <b>27/1/25</b> | Functionalities for leave types with automated workflows. |                        |
| FR-078i Management of various types of leave and vacation planning.                          | 2         | 16/1/25        | 17/1/25        |   | Dezvoltator software 3 |
| FR-078k Medical leave management with role-based access and responsibilities.                | 2         | 20/1/25        | 21/1/25        |   | Dezvoltator software 3 |
| FR-097 Comprehensive leave management for various types of leaves/vacations.                 | 2         | 22/1/25        | 23/1/25        |   | Dezvoltator software 3 |
| FR-098 Detailed management of annual vacations and related processes.                        | 2         | 24/1/25        | 27/1/25        |   | Dezvoltator software 3 |
| <b>Operation Management</b>  | <b>37</b> | <b>28/1/25</b> | <b>19/3/25</b> | Operations dashboard for resource and task management.    |                        |
| FR-015 Document workflows including electronic approval and signature.                       | 1         | 28/1/25        | 28/1/25        |   | Dezvoltator software 3 |
| FR-022 Flexible information management (sorting, searching, etc.).                           | 1         | 29/1/25        | 29/1/25        |   | Dezvoltator software 3 |
| FR-026 Security features including password generation and encryption.                       | 1         | 30/1/25        | 30/1/25        |   | Dezvoltator software 3 |
| FR-049 Task assignment, notifications, and deadlines management.                             | 1         | 31/1/25        | 31/1/25        |   | Dezvoltator software 3 |
| FR-068 Automatic document creation and workflow management for employment-related documents. | 2         | 3/2/25         | 4/2/25         |   | Dezvoltator software 3 |
| FR-083 Quick search capabilities across various data sets.                                   | 2         | 5/2/25         | 6/2/25         |   | Dezvoltator software 3 |
| FR-085 Implementation of the 4 eyes principle for personnel data validation.                 | 2         | 7/2/25         | 10/2/25        |   | Dezvoltator software 3 |
| FR-086 Automatic notifications and alerts for changes in employee data.                      | 2         | 11/2/25        | 12/2/25        |   | Dezvoltator software 3 |
| FR-088 Personnel management with order generation and workflow integration.                  | 2         | 13/2/25        | 14/2/25        |   | Dezvoltator software 3 |



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| FR-089 Internal order generation for various training and travel-related activities.       | 2 | 17/2/25 | 18/2/25 |  | Dezvoltator software 3 |
| FR-112 Generation of orders and agreements related to organizational structure changes.    | 2 | 19/2/25 | 20/2/25 |  | Dezvoltator software 3 |
| FR-113 Multi-level approval for orders related to salary changes and transfers.            | 2 | 21/2/25 | 24/2/25 |  | Dezvoltator software 3 |
| FR-114 Scheduling future-dated changes in the organizational structure or related orders.  | 2 | 25/2/25 | 26/2/25 |  | Dezvoltator software 3 |
| FR-015 Workflow definition and customization.  | 2 | 27/2/25 | 28/2/25 |  | Dezvoltator software 3 |
| FR-019 Configurability of workflows and rules.   | 1 | 3/3/25  | 3/3/25  |  | Dezvoltator software 3 |
| FR-022 Flexibility and customization options.  | 1 | 4/3/25  | 4/3/25  |  | Dezvoltator software 3 |
| FR-025 Alerts and notifications configuration.   | 1 | 5/3/25  | 5/3/25  |  | Dezvoltator software 3 |
| FR-031 Document initiation and attachment of additional information.                       | 1 | 6/3/25  | 6/3/25  |  | Dezvoltator software 3 |
| FR-101 Historical tracking of organizational structure changes.                            | 1 | 7/3/25  | 7/3/25  |  | Dezvoltator software 3 |
| FR-102 Modification of the organizational structure and hierarchical relationships.        | 1 | 10/3/25 | 10/3/25 |  | Dezvoltator software 3 |
| FR-103 Creation and integration of structure projects for simulation and implementation.   | 1 | 11/3/25 | 11/3/25 |  | Dezvoltator software 3 |
| FR-104 Historical tracking of creation, modification, and liquidation of structural units. | 1 | 12/3/25 | 12/3/25 |  | Dezvoltator software 3 |
| FR-105 Easy modeling of organizational structures with drag-and-drop functionality.        | 1 | 13/3/25 | 13/3/25 |  | Dezvoltator software 3 |
| FR-106 Definition of attributes for organizational levels for reporting purposes.          | 1 | 14/3/25 | 14/3/25 |  | Dezvoltator software 3 |
| FR-115 Job coding based on predefined criteria.  | 1 | 17/3/25 | 17/3/25 |  | Dezvoltator software 3 |
| FR-116 Association of job descriptions with positions in the organizational structure.     | 1 | 18/3/25 | 18/3/25 |  | Dezvoltator software 3 |

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| FR-117 Subdivision managers' access to organizational structure data for their divisions.    | 1         | 19/3/25        | 19/3/25        |  | Dezvoltator software 3 |
| <b>Payroll Management</b>  | <b>25</b> | <b>20/3/25</b> | <b>23/4/25</b> | Payroll module with salary calculations and tax compliance.      |                        |
| FR-078m Management of tax exemptions and integration with payroll systems.                   | 2         | 20/3/25        | 21/3/25        |  | Dezvoltator software 3 |
| FR-090 Financial benefit management and integration with payroll systems.                    | 3         | 24/3/25        | 26/3/25        |  | Dezvoltator software 3 |
| FR-093 Integration with salary calculation system to transmit corrections in timesheet data. | 3         | 27/3/25        | 31/3/25        |  | Dezvoltator software 3 |
| FR-096 Integration with NBM salary calculation system for timesheet data transmission.       | 3         | 1/4/25         | 3/4/25         |  | Dezvoltator software 3 |
| FR-107 Management of salary structures in alignment with NBM regulations.                    | 3         | 4/4/25         | 8/4/25         |  | Dezvoltator software 3 |
| FR-108 Historical tracking of salary structure changes.                                      | 3         | 9/4/25         | 11/4/25        |  | Dezvoltator software 3 |
| FR-109 Integration with NBM salary calculation system and error notification.                | 3         | 14/4/25        | 16/4/25        |  | Dezvoltator software 3 |
| FR-110 Creation of salary structure projects with effective date settings.                   | 3         | 17/4/25        | 21/4/25        |  | Dezvoltator software 3 |
| FR-111 Management of financial benefits for employees.                                       | 2         | 22/4/25        | 23/4/25        |  | Dezvoltator software 3 |
| <b>Performance Management</b>  | <b>7</b>  | <b>24/4/25</b> | <b>2/5/25</b>  | Performance evaluation system with criteria and reports.         |                        |
| FR-020 Administration of job descriptions and history tracking.                              | 7         | 24/4/25        | 2/5/25         |  | Dezvoltator software 3 |
| <b>Recruitment Management</b>  | <b>36</b> | <b>14/1/25</b> | <b>4/3/25</b>  | Recruitment workflow for application, evaluation, and selection. |                        |

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| FR-036 Vacancy management, CV extraction, and resume database integration.             | 2 | <b>14/1/25</b> | 15/1/25 |  | Dezvoltator software 2 |
| FR-038 Recording of CV registration channels.  | 2 | 16/1/25        | 17/1/25 |  | Dezvoltator software 2 |
| FR-039 Advanced search in the CV database.   | 2 | 20/1/25        | 21/1/25 |  | Dezvoltator software 2 |
| FR-040 Recruitment stage tracking and status indication.                               | 2 | 22/1/25        | 23/1/25 |  | Dezvoltator software 2 |
| FR-041 Recording interview and test results.   | 2 | 24/1/25        | 27/1/25 |  | Dezvoltator software 2 |
| FR-042 Tracking involvement in recruitment stages.                                     | 2 | 28/1/25        | 29/1/25 |  | Dezvoltator software 2 |
| FR-044 Re-selection of former candidates from the database.                            | 2 | 30/1/25        | 31/1/25 |  | Dezvoltator software 2 |
| FR-046 Automatic notifications to former candidates.                                   | 2 | 3/2/25         | 4/2/25  |  | Dezvoltator software 2 |
| FR-047 Regular notifications to NBM employees about new positions.                     | 2 | 5/2/25         | 6/2/25  |  | Dezvoltator software 2 |
| FR-048 Import and selection of predefined elements during vacancy creation.            | 2 | 7/2/25         | 10/2/25 |  | Dezvoltator software 2 |
| FR-051 Automatic calculation of evaluation marks.                                      | 2 | 11/2/25        | 12/2/25 |  | Dezvoltator software 2 |
| FR-053 Loading and setting up specialized tests.                                       | 2 | 13/2/25        | 14/2/25 |  | Dezvoltator software 2 |
| FR-056 Automated messaging for interview planning and competition results.             | 2 | 17/2/25        | 18/2/25 |  | Dezvoltator software 2 |
| FR-057 Automatic completion of standardized forms.                                     | 2 | 19/2/25        | 20/2/25 |  | Dezvoltator software 2 |
| FR-058 Handling internship admissions, partner assignments, and related notifications. | 2 | 21/2/25        | 24/2/25 |  | Dezvoltator software 2 |
| FR-060 Vacancy management, recruitment stage tracking, job description linking.        | 2 | 25/2/25        | 26/2/25 |  | Dezvoltator software 2 |
| FR-061 Vacancy specification, status tracking, and visibility.                         | 2 | 27/2/25        | 28/2/25 |  | Dezvoltator software 2 |

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| FR-062 Vacancy planning, prioritization, and comparison.                        | 2         | 3/3/25        | 4/3/25        |   | Dezvoltator software 2 |
| <b>Reporting &amp; Analytics</b>  | <b>23</b> | <b>5/3/25</b> | <b>4/4/25</b> | Advanced reporting and analytics dashboards.        |                        |
| FR-029 Flexible report generation and selection criteria.                       | 3         | 5/3/25        | 7/3/25        |   | Dezvoltator software 2 |
| FR-030 Predefined standard reports with selectable parameters and save options. | 3         | 10/3/25       | 12/3/25       |   | Dezvoltator software 2 |
| FR-032 Generation of reports/forms compliant with legal requirements.           | 3         | 13/3/25       | 17/3/25       |   | Dezvoltator software 2 |
| FR-034 Exporting reports in multiple formats.                                   | 1         | 18/3/25       | 18/3/25       |   | Dezvoltator software 2 |
| FR-035 Customization and saving of reports by users.                            | 3         | 19/3/25       | 21/3/25       |   | Dezvoltator software 2 |
| FR-050 Generation of various recruitment-related reports.                       | 2         | 24/3/25       | 25/3/25       |   | Dezvoltator software 2 |
| FR-087 Dynamic report generation with filtering and parameter-based views.      | 2         | 26/3/25       | 27/3/25       |   | Dezvoltator software 2 |
| FR-091 Generation of statistical reports based on NBM requirements.             | 2         | 28/3/25       | 31/3/25       |   | Dezvoltator software 2 |
| FR-013 Custom report generation and formatting.                                 | 2         | 1/4/25        | 2/4/25        |   | Dezvoltator software 2 |
| FR-014 Custom report generation and formatting.                                 | 2         | 3/4/25        | 4/4/25        |   | Dezvoltator software 2 |
| <b>Tenant Data Management</b>   | <b>24</b> | <b>7/4/25</b> | <b>8/5/25</b> | Tenant data management with reporting capabilities. |                        |
| FR-006 Integration with document management systems.                            | 3         | 7/4/25        | 9/4/25        |   | Dezvoltator software 2 |
| FR-012 Import/export capabilities.  | 3         | 10/4/25       | 14/4/25       |   | Dezvoltator software 2 |
| FR-016 Complete history tracking of documents.                                  | 3         | 15/4/25       | 17/4/25       |   | Dezvoltator software 2 |

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|--|-----------|---------------|---------------|--|------------------------|
| FR-017 Document archiving capabilities.  | 3         | 18/4/25       | 22/4/25       |  | Dezvoltator software 2 |
| FR-024 Generation of unique registration numbers for document records.         | 3         | 23/4/25       | 25/4/25       |  | Dezvoltator software 2 |
| FR-008 Document management and archiving capabilities.                         | 3         | 28/4/25       | 30/4/25       |  | Dezvoltator software 2 |
| FR-012 Import/export capabilities.   | 3         | 1/5/25        | 5/5/25        |  | Dezvoltator software 2 |
| FR-020 Document security and metadata-based rules.                             | 3         | 6/5/25        | 8/5/25        |  | Dezvoltator software 2 |
| <b>User Management</b>   | <b>17</b> | <b>9/5/25</b> | <b>2/6/25</b> | User administration module with permission management. |                        |
| FR-004 Access through a web browser.   | 1         | 9/5/25        | 9/5/25        |  | Dezvoltator software 2 |
| FR-005 LDAP integration for user authentication.                               | 1         | 12/5/25       | 12/5/25       |  | Dezvoltator software 2 |
| FR-059 Access control, role-based access to information.                       | 1         | 13/5/25       | 13/5/25       |  | Dezvoltator software 2 |
| FR-094 Role-based viewing and consultation of timekeeper data by HR employees. | 1         | 14/5/25       | 14/5/25       |  | Dezvoltator software 2 |
| FR-095 Access control levels for timesheet management and closing processes.   | 1         | 15/5/25       | 15/5/25       |  | Dezvoltator software 2 |
| FR-005 LDAP and Active Directory integration.                                  | 1         | 16/5/25       | 16/5/25       |  | Dezvoltator software 2 |
| FR-006 LDAP and Active Directory integration.                                  | 1         | 19/5/25       | 19/5/25       |  | Dezvoltator software 2 |
| FR-007 LDAP and Active Directory integration.                                  | 1         | 20/5/25       | 20/5/25       |  | Dezvoltator software 2 |
| FR-009 LDAP, SMTP/IMAP, Web Services, etc., for integration.                   | 1         | 21/5/25       | 21/5/25       |  | Dezvoltator software 2 |
| FR-016 Role and group management.  | 1         | 22/5/25       | 22/5/25       |  | Dezvoltator software 2 |

|  |           |                |                |  |                        |
|--|-----------|----------------|----------------|--|------------------------|
| FR-017 Role and group management.  | 1         | 23/5/25        | 23/5/25        |  | Dezvoltator software 2 |
| FR-018 Access rights management and reporting.   | 1         | 26/5/25        | 26/5/25        |  | Dezvoltator software 2 |
| FR-021 Security policies and document access controls.   | 1         | 27/5/25        | 27/5/25        |  | Dezvoltator software 2 |
| FR-024 Role and group management, access control.  | 1         | 28/5/25        | 28/5/25        |  | Dezvoltator software 2 |
| FR-030 Role and group management with delegation capabilities.   | 1         | 29/5/25        | 29/5/25        |  | Dezvoltator software 2 |
| FR-032 Integration with digital signature platforms.   | 2         | 30/5/25        | 2/6/25         |  | Dezvoltator software 2 |
| <b>API Integration</b>   | <b>5</b>  | <b>5/5/25</b>  | <b>9/5/25</b>  | Completed and tested API integrations. |                        |
| FR-073 API for transmitting documents to an electronic archiving system.   | 5         | 5/5/25         | 9/5/25         |  | Dezvoltator software 3 |
| <b>Phase 4: System Testing</b>   | <b>12</b> | <b>3/6/25</b>  | <b>18/6/25</b> |  |                        |
| Developing the testing plan and internal testing results (functional, integration, performance, load, and security testing). | 2         | 3/6/25         | 4/6/25         | Testing plan                           | Analist de business    |
| Conducting functional testing.   | 2         | 5/6/25         | 6/6/25         |  | Tester 1               |
| Conducting integration testing.  | 2         | 9/6/25         | 10/6/25        |  | Tester 1               |
| Conducting performance testing.  | 2         | 11/6/25        | 12/6/25        | Performance testing reports            | Tester 1               |
| Conducting load testing.   | 1         | 13/6/25        | 13/6/25        | Load testing reports                   | Tester 1               |
| Conducting security testing.   | 1         | 16/6/25        | 16/6/25        |  | Tester 1               |
| Performing user acceptance testing (UAT).  | 1         | 17/6/25        | 17/6/25        | UAT results                            | Tester 1               |
| Preparing and presenting the testing report.   | 1         | 18/6/25        | 18/6/25        | Testing reports                        | Tester 1               |
| <b>Phase 5: Documentation and User Training</b>  | <b>6</b>  | <b>19/6/25</b> | <b>26/6/25</b> |  |                        |
| Creating user documentation (user manuals, guides).  | 1         | 19/6/25        | 19/6/25        | User manuals                           | Tester 1               |
| Developing technical documentation (system architecture, APIs, database structure).  | 1         | 20/6/25        | 20/6/25        | Technical documentation                | DevOps                 |

|   |            |                |                |                              |                    |
|---|------------|----------------|----------------|------------------------------|--------------------|
| Training end-users (training sessions).                     | 2          | 23/6/25        | 24/6/25        | Training sessions            | Manager de proiect |
| Training the technical support team.                        | 2          | 25/6/25        | 26/6/25        |                              | DevOps             |
| <b>Phase 6: Deployment</b>                                  | <b>1.5</b> | <b>27/6/25</b> | <b>30/6/25</b> |                              |                    |
| Configuring the production environment (servers, security). | 0.5        | 27/6/25        | 27/6/25        | Production environment setup | DevOps             |
| Implementing backup and restoration measures.               | 0.5        | 27/6/25        | 27/6/25        | System launch                | DevOps             |
| Official system launch and post-launch monitoring.          | 0.5        | 30/6/25        | 30/6/25        |                              | DevOps             |
| <b>Post-Launch Support – 12 months</b>                      | <b>264</b> | <b>1/7/25</b>  | <b>3/7/26</b>  |                              |                    |